



## HP MLTI Course Offerings 2014/2015

*The HP MLTI Professional Development Program (PDP) offers on-site training for your school and/or district. Below is a list of courses currently offered during the 2014 - 2015 school year.*

*These are base course offerings and may be adjusted to meet the professional development needs of your teachers. Upon request of PD, the HP MLTI Office will contact you to review the request and finalize details.*

### **Microsoft OneNote: Creating Digital Notebooks (1-3 hour course)**

Utilizing Microsoft OneNote, you can create digital notebooks that support academic standards and education outcomes across disciplines and tasks, such as writing, reading, mathematics, science, history, CTE, and elective courses. Students may use OneNote across content areas and grade levels, and use OneNote to compile and organize unstructured information, research, and content. OneNote also supports research, collaboration, and information management.

This workshop will uncover the multitude of ways that OneNote can complement and enhance the classroom experience. Administrators and teachers may explore how this digital notebook can be used for collaboration in planning and organizing among staff and how it can help every student get organized and demonstrate growth.

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### **Microsoft Windows Tips and Tricks (1-2 hour course)**

Knowing a few shortcuts and keystrokes can save you precious moments. This workshop will focus on navigating Microsoft Office, Windows, and offer a few other time saving tricks you will want to keep handy in your teacher toolbox.

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### **Windows Media: Digital Storytelling Digital Media as a Tool in Learning (1-3 hour course)**

Digital tools allow educators to take the age-old practice of storytelling and engage students with text, narration, images, and music. Through the use of many free tools, including Movie Maker, Windows Live, Auto Collage, Photo Gallery, and Photosynth, we will explore ways in which teachers are effectively building digital storytelling into their instruction.

Learn how these digital tools will enhance content creation for your students, engage students in sharing their own voice, and enlist tools to support flipped learning in the classroom.

Participants will learn about and explore how teachers can create learning experiences that encourage students to use skills such as writing, digital media creation, virtual collaboration, and sharing of resources to show creativity and mastery of concepts across the curriculum.

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### **21<sup>st</sup> Century Learning and Flipped Instruction with Free Tools Including the Microsoft Partners in Learning Network (1-4 hour course)**

Investigate and explore free tools and resources that enhance learning and instruction in your classroom. Learn how these tools may be applied in your classroom to engage students in 21<sup>st</sup> century learning activities to deepen and expand content and curriculum. Learn how to access online professional development solutions that are available to you through the HP solution. Flip your classroom experience and empower students to take charge of their learning. This workshop will also introduce you to the Partners in Learning Network, where you can join a supportive system of educators all over the world, exchanging ideas, lessons, and success stories.

Investigate and explore a wealth of free tools from Microsoft. Find out about Photosynth, Photo Gallery, Kodu Game Lab, Microsoft Mathematics, AutoCollage, Songsmith and many more. Learn how these tools can engage students and be used in a problem-based learning environment. Discover how these tools may be applied in your classroom to engage students in 21<sup>st</sup> century learning activities to deepen and expand content and curriculum. Work with colleagues to investigate 1:1 applications for learning in the classroom.

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### **Microsoft Office 365: Communicate, Collaborate, and Work Like Professionals with Office 365 (1-2 hour course)**

Give your students and staff free access to secure email and calendars, office web apps, instant messaging, conferencing, and file sharing from anywhere.

**NOTE:** Please make sure your district or school is utilizing Office 365 **Enhanced** in order to have access to email, instant messaging and conferencing. If selecting this as a course session please work with the trainer to outline the components of Office 365 that you will need to focus on during the session.

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### **Common Sense Media: Digital Literacy and Citizenship: Best Practices for Districts (1-3 hour course)**

Young people today are growing up in a digital world that has the potential to enrich their learning. Yet administrators face daily challenges dealing with behavioral issues that arise from students' use of technology. Although digital citizenship skills have become essential for

students in the 21<sup>st</sup> century, neither students nor schools have a roadmap to guide them. With the new CIPA/E-rate education requirements that mandate that all schools receiving E-rate discounts educate students about Internet safety, it's even more critical that administrators have resources to teach students basic Internet safety skills. Attend this session to learn more about Common Sense Media's free digital citizenship resources and how Common Sense Media is helping to support administrators in raising a generation of good digital citizens. You'll leave with ideas and tools you can implement immediately in your school community.

Also learn how Graphite, a new platform created by Common Sense Education makes it easier for educators to find the best apps, games and websites for the classroom. Use the Common Core Explorer to guide you through choosing "the best" digital products for your curriculum. Build an App Flow and explore teacher-made lesson app flows from educators around the nation.

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### **Atomic Learning: Online, Self-paced Professional Development Resources (1-2 hour course)**

Learning to use the Atomic Learning tools allows HP MLTI educators, administrators and technical support personal access to on-going "just in time" professional development online.

This session assists participants in learning to utilize Atomic Learning resources provided through the HP MLTI PDP offering. Participants review and gain an understanding of the Atomic Learning user interface, how to search the Atomic Learning training library, how to set up personalized or district training programs utilizing the Atomic Learning Resources and how to access 21<sup>st</sup> Century Classroom projects designed by educators utilizing technology in the classroom.

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### **Class Link Launch-Pad Online Course: Using Launch-Pad in the Classroom (1-3 hour course)**

This course consists of three modules. The first provides an overview of Launch-Pad's cloud desktop. This module includes setting up auto log-in connectors and personalizing your experience by adding applications and web resources from the resource library to your cloud desktop.

The second module covers 'My Files' where you will learn how to access and link your file storage locations/providers within Launch-Pad giving you instant access to your school network storage, Launch-Pad storage, and other selected storage accounts from one intuitive, easy to use interface.

The third module covers collaborative features, a quick preview of Launch-Pad's instructional resources and outlines the ongoing professional development benefits available to you as a Launch-Pad user.

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### **1:1: All Collaboration! – HP MLTI Tools Supporting Collaborative Classroom Activities (1-3 hour course)**

As educators prepare to roll out 1:1 initiatives, there are inevitable obstacles to navigate and new strategies to implement.

This workshop will provide many of those strategies for managing the devices from a daily in-class perspective as well as shed light on how to encourage collaboration in this student-centered learning environment.

Learn strategies for engaging your students in collaborative classroom activities utilizing their 1:1 resources.